

## Procedures and Methods for Registration to Attend the 2025 Annual General Meeting of Shareholders via Electronic Means (E-AGM), Document Required for Meeting Attendance, and Proxy Appointment

### Procedures for Attending the Meeting via Electronic Means

Shareholders who wish to attend the Meeting via electronic means, either in person or through a proxy, must submit a request and follow the pre-registration process through the system, which will be available from 11 April 2025 at 08.00 hrs. Shareholders are required to register in advance using a valid email address in order to receive the meeting link, username, and password for access. Each email account can only be used for the registration of one shareholder's registration number. The detailed registration steps are outlined below.

#### Pre-Registration and Appointment of Proxy Procedures via Electronic Means (Pre-Register)

1. Shareholders scan the QR code from the Invitation to the Meeting or access <https://register.pttdigital.com/AWC/registerbase>, fill in the required information to indicate their intention to attend the meeting via electronic means, select the type of request submission, and follow 3 steps as follows:

**Step 1** Fill in shareholder's information and undergo identity verification.

**Step 2** Verify your identity via email.

**Step 3** Finish the transaction and wait for an email notifying the Meeting details and password to use on the day of the Meeting.



2. The officer will verify the list of shareholders from the information as of the Record Date on 14 March 2025, which serves as the date for determining the list of shareholders entitled to attend the Meeting. This includes the completeness and accuracy of all documents submitted through the Pre-Register system for approval to join the Meeting. On the Meeting Day (29 April 2025), the electronic meeting system will be accessible from 13.00 hrs. (2 hours prior to the Meeting). Shareholders or their proxies may log in to the meeting system using the username and password received and follow the instructions outlined in the system user guide.
  - If a registration request is denied, the shareholder will receive an email stating the reason along with further instructions.
  - If an attendee is being proxied by multiple shareholders, he or she will receive only one username and password to login to the Meeting.
  - If a shareholder does not receive the identity verification email or the email informing the meeting details, please contact the Call Center at +66(0) 2-140-2005

#### Proxy Appointment to an Independent Director

Shareholders who prefer to appoint the company's independent director as the proxy, can submit the proxy form along with the required documents in electronic format via the Pre-Register system or send the documents via e-mail: [awcformeeting@assetworldcorp-th.com](mailto:awcformeeting@assetworldcorp-th.com) or send it via registered mail to the address below. The documents must be received by the company **by 24 April 2025 at 17.00 hrs.**

Asset World Corp Public Company Limited, No. 1, Empire Tower, 54<sup>th</sup> Floor, South Sathorn Road, Yannawa Sub-district, Sathorn District, Bangkok 10120



**If encounter any technical difficulties while using Pre-Register system and E Voting system**

please contact Call Center at +66(0) 2-140-2005 during 11 April 2025 - 29 April 2025,

from 8:00 to 17:00 hrs., except public holidays

### Flowchart Showing the Detailed Steps for Attending the 2025 Annual General Meeting of Shareholders via D AGM

Submit a request to attend the meeting via a web browser by visiting <https://register.pttdigital.com/AVC/registerbase>

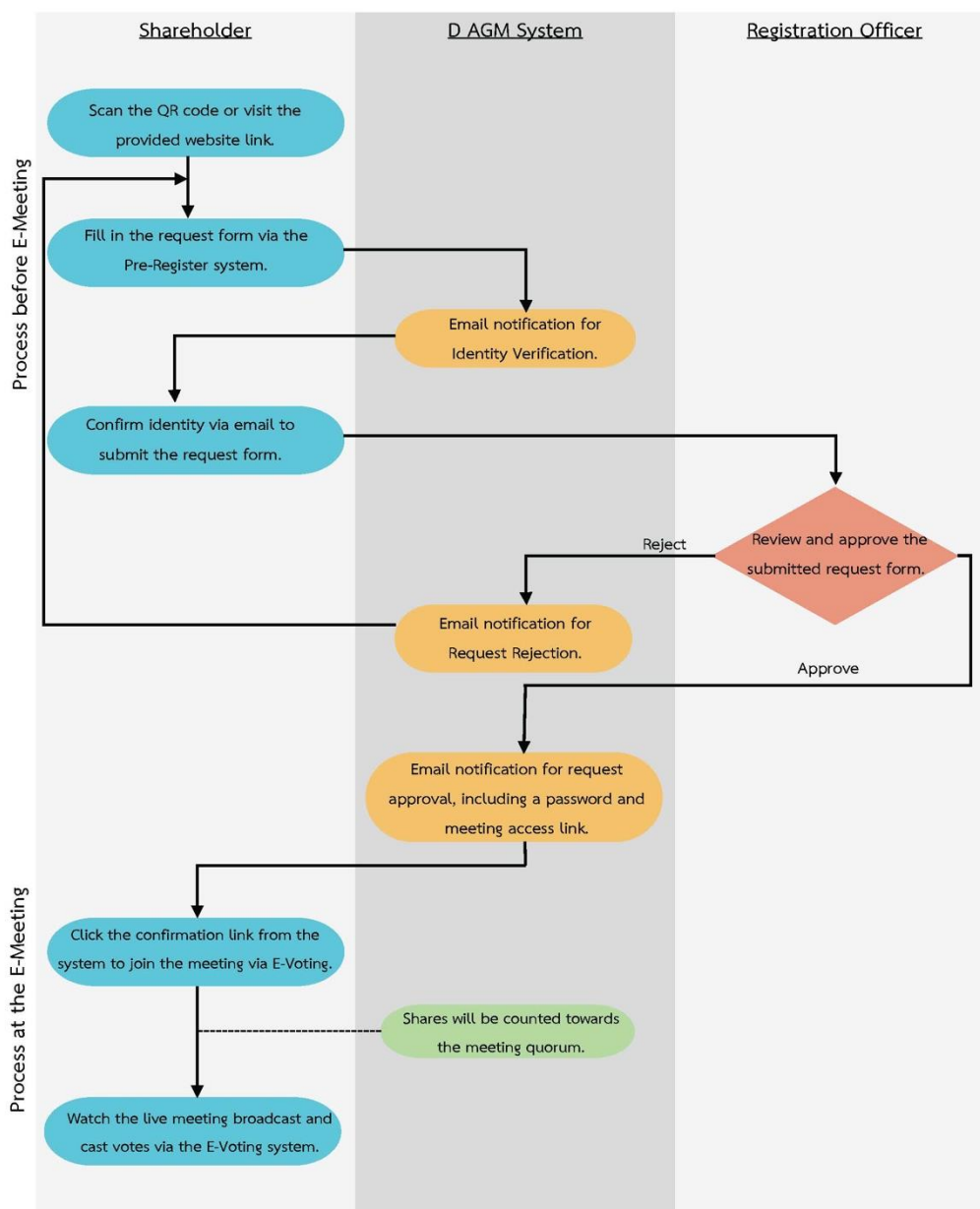
Or scan QR Code



Pre-Register system will be available from

11 April 2025 - 29 April 2025

(until the Meeting adjourns)



### In Case of Leaving the Meeting

If an attendee leaves the Meeting before casting votes, the attendee's votes will not be counted in the remaining agenda items that have not yet been voted.



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## Procedures for Attending E voting System and Voting Procedure

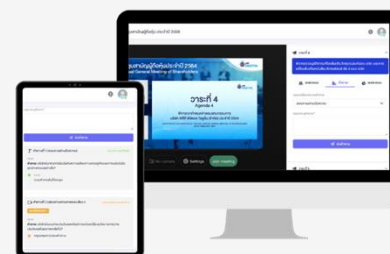
- 1 Access the link after receiving the confirmation email from the staff.
- 2 Enter the Username and Password received via the email.
- 3 Click the “Sign in” button, and the vote will count towards the quorum.
- 4 Click “Join meeting” button to view the live broadcast.
- 5 Select the agenda items for voting.
- 6 Press “Vote” button.
- 7 Select a vote according to your preference.
- 8 System will display the latest voting results based on your votes.



If you wish to modify your vote, you may do so until the system closes the voting session for that agenda.

## Procedures for Asking Questions via E voting System

- 1 Select the agenda for asking questions.
- 2 Press “Questions” button.
- 3 Choose a Question Type
  - via Message
    - Enter your question and Press “Send Question” button.
  - via Camera
    - Enter your question and Press “Send Question” button.
    - Please wait for the meeting facilitator to organize the question queue before you can turn on your camera/microphone for asking questions during the live broadcast.



### Operation of E-Meeting and D AGM System

Operation of the system depends on the internet connection of shareholders or proxy, including the device and/or software used. Please use the following devices and/or software:

- The recommended internet speed should be at least 4 Mbps.
- System can be compatible with Smartphone/Tablet for both Android and IOS
- Internet browsers: Chrome (recommended) and others, including Firefox, Safari, Microsoft Edge.

## User Guide for D AGM



Pre-Register Guide



E Voting Guide



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### 1. [Notification of intention to attend E-AGM](#)



- 1) From 11 April 2025 until the meeting is adjourned, shareholders or proxies can request to attend the meeting via electronic means (E-AGM) via web browser by visiting <https://register.pttdigital.com/AWC/registerbase> or scanning the QR code. (If you have any question for the registration, please kindly contact at telephone number 02 140 2005 only business day during 8:00-17:00 hrs.)
- 2) Once logged in, proceed as follows:
  - 2.1 Attend the meeting by yourself
    - Fill in the registration number of the security holder.
    - Fill in identification card number/passport number (in the case of foreigners).
    - Fill in name and surname.
    - Fill in the attendees' email addresses to receive the username and password for attending the meeting.
    - Fill in the telephone number of the individual who will attend the meeting.
    - Attach documents file:
      - In the case of attending the meeting in person via electronic means, please attach a copy of your identification card, or a copy of a government-issued document that includes a photo and is not expired, or a copy of your passport (in the case of foreigners) with a signature attesting to the authenticity of the copy.
      - In the case of appointing a proxy, please enclose a copy of the proxy form and any supporting documents indicated in the invitation to the 2025 Annual General Meeting of Shareholders.
  - 2.2 Proxy for meeting attendance in case of appointing another person
    - Part 1: Fill in the information of the shareholder according to Clause 2.1)
    - Part 2: Fill in the information of the proxy
    - Choose the “appointing proxy” box.
    - Fill in namely, identification card number / passport number (in case of foreigner)
    - Fill in name, and surname.
    - Fill in the email address of the attendee in order to receive username and password for attending the meeting.
    - Fill in the contact phone number of the attendee.



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- *Attach a copy of identification card or a copy of a document issued by the government that shows a photograph and has not been expired, or a copy of passport (in case of a foreigner) of the grantor and the proxy (attendee), with signature attesting to the authenticity of the copy*
- *Attach the proxy form as attached with the invitation letter, which is accurately and completely filled in, with signature of the grantor and the proxy.*

*Remark: Shareholders can study the details of the meeting attendance and proxy appointment in Clause 4 below.*

- 3) *After the Company has verified the names of shareholders as of the date of determining the list of the shareholders who is eligible to attend the meeting (Record Date), which is Friday, 14 March 2025, including checking the accuracy and completeness of various documents, the system will send you the following information via email that you have notified the Company:*
  - *Link to login to the E-AGM*
  - *Username and password.*
  - *Link to an online attendance guide and method for voting online (E Voting).*
- 4) *If shareholders have not been approved to attend the meeting, they will receive an email stating the reason for the refusal, along with instructions to complete the information for resubmitting the meeting participation request.*

## **2. [Logging in to participate in E-AGM](#)**

- 1) *On the day of the meeting, the Company will open the system for you to log in starting at 13:00 hrs., and the 2025 Annual General Meeting of Shareholders will begin at 15:00 hrs.*
- 2) *A shareholder may cast his or her vote to “approve” or “disapprove” or “abstain” on each agenda item. If a shareholder does not vote on an agenda item, the system will automatically count the shareholder’s vote as “approve” on that agenda item.*
- 3) *In the event of technical difficulties in relation to accessing the meeting, shareholders may contact the person in charge of the system by using the contact channels specified in the email confirming their entitlement to attend the meeting.*

## **3. [Submission of recommendations or questions related to the Company or agenda item](#)**

- 1) *Shareholders can send recommendations or questions to the Company prior to the meeting date, from 28 March 2025 to 18 April 2025, by completing the Form for Submission of Questions Prior to the 2025 Annual General Meeting of Shareholders, which is found in Attachment 9 of the meeting invitation.*
- 2) *During the meeting, shareholders can submit recommendations and questions relating to the meeting through the Company's electronic meeting system (E-AGM).*



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*from 8:00 to 17:00 hrs., except public holidays*

#### 4. Proxy appointments

If a shareholder is unable to attend the meeting in person, he or she may designate a proxy, a third party, or an independent director of the Company, to attend and vote on the shareholder's behalf. The Company has provided three types of proxy forms, Proxy Form A., Proxy Form B., and Proxy Form C., in compliance with the forms provided by the Department of Business Development, Ministry of Commerce (Attachment 8).

##### Proxy appointment method

- 1) General shareholders may choose to use either Proxy Form A. or Proxy Form B.
- 2) Shareholders listed in the register book as foreign investors who have appointed a custodian in Thailand to act as a share depository should use Proxy Form C.
- 3) Shareholders may appoint any person or choose an independent director of the Company (Attachment 8) by specifying the name and details of the person the shareholder wishes to appoint as a proxy or by checking a box in front of one of the independent directors' names specified on the proxy form by the Company, only one person shall be appointed to attend the meeting. Subsequently, the proxy form shall be attached via the online system, together with any supporting documentation of the proxy, or the same shall be sent via email to [awcformmeeting@assetworldcorp-th.com](mailto:awcformmeeting@assetworldcorp-th.com) or by registered mail to Company Secretary, Asset World Corp Public Company Limited, No. 1, Empire Tower, 54<sup>th</sup> Floor, South Sathorn Road, Yannawa Sub-district, Sathorn District, Bangkok 10120, by 24 April 2025.

In order to comply with the requirements under the Notification of the Capital Market Supervisory Board No. TorJor. 79/2564 re: Criteria on the General Solicitation Relating to the Appointment of Proxy by the Shareholders to Attend and Vote in the Shareholders' Meeting, the Company hereby informs the shareholders as follows:

- Shareholders should carefully study the details of the meeting agenda prior to appointing a proxy.
- In the case that a shareholder who appoint a proxy has cast his/her vote on each agenda item on Proxy Form B. in advance, the Company will record the votes of such shareholder in accordance with the votes specified on such proxy form. If the shareholder who appoints an independent director as his/her proxy does not cast his/her vote on the proxy form in advance, the independent director who has been appointed as a proxy shall cast the votes on behalf of the shareholder as he/ she deems suitable and appropriate.

In the case that the Company fails to record your votes as indicated on the proxy form, and such failure or omission causes damage to you, you will be eligible to pursue legal proceedings.

- In the case that a shareholder wishes to cancel the appointment of a proxy, the shareholder may notify the Chairman of the Board, in writing, via email [awcformmeeting@assetworldcorp-th.com](mailto:awcformmeeting@assetworldcorp-th.com), prior to the commencement of the meeting (by 29 April 2025, at 15.00 hrs.).



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- 4) Shareholders cannot divide their shares by appointing multiple proxies to vote on their behalf, and shareholders must appoint a proxy equal to the number of shares they own. Shareholders are not able to appoint a proxy for fractions of shares held, except for custodians which have been appointed by foreign investor shareholders as share depositories pursuant to Proxy Form C.
- 5) Shareholders shall affix THB 20 in stamp duty to the proxy form, crossing the stamp for cancellation, and write down the date of execution of the proxy, to ensure that it is lawful and legally binding.

## 5. Supporting documents for attending the meeting and proxy appointments

### 5.1 Natural person

(1) In the case of attending the meeting in person:

- A registration form signed by the shareholder.
- A copy of a government-issued identification document that includes a photograph and is not expired, such as an identification card, government identification card, driving license, or passport (if the name or surname has changed, please provide evidence) of the shareholder.

(2) In the case of granting proxy to an independent director of the Company:

- Proxy Form A. or Proxy Form B., correctly and completely filled out, signed by the shareholder, and affixed with stamp duty.
- A copy of the identification document, pursuant to Clause 5.1 (1), of the grantor, which has been certified as true and correct.

(3) In the case of granting proxy to another person:

- A registration form.
- Proxy Form A. or Proxy Form B., correctly and completely filled out, signed by the shareholder and proxy, and affixed with stamp duty.
- A certified true copy of a government-issued identification document that includes a photograph and is not expired, such as an identification card, government identification card, driving license, or passport (if the name or surname has changed, please provide evidence) of the grantor.
- A copy of a government-issued identification document that includes a photograph and is not expired, such as an identification card, government identification card, driving license, or passport (if the name or surname has changed, please provide evidence) of the proxy, which has been certified as true and correct.

### 5.2 Juristic person

(1) In the case that a juristic person's representative (authorized director) attends the meeting in person:



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- A registration form signed by the juristic person's representative (authorized director) and affixed with the company seal (if any).
- A copy of an affidavit from the juristic person issued by the Department of Business Development, Ministry of Commerce, indicating that the representative of the juristic person (authorized director) who is attending the meeting in person is a director authorized to sign on behalf of the juristic person which is the shareholder, dated not more than six months prior to the date of the meeting, signed as a certified true copy by the juristic person's representative (authorized director), with the company seal affixed (if any).
- A copy of the identification document under Clause 5.1 (1) of the juristic person's representative (authorized director), who is the director authorized to sign on behalf of the juristic person, which has been certified as true and correct.

(2) In the case of granting proxy to a Company's independent director:

- A registration form.
- Proxy Form A. or Proxy Form B., correctly and completely filled out and signed by the juristic person's representative (authorized director), with the company seal (if any) and stamp duty affixed.
- A copy of the juristic person's documents under Clause 5.2 (1).
- A copy of the identification document under Clause 5.1 (1) for the juristic person's representative (authorized director), who is the director authorized to sign on behalf of the juristic person, which has been certified as true and correct.

(3) In the case of granting proxy to another person:

- A registration form signed by the proxy.
- Proxy Form A. or Proxy Form B., correctly and completely filled out and signed by the proxy and the juristic person's representative (authorized director), with the company seal (if any) and stamp duty affixed.
- A copy of the juristic person's documents under Clause 5.2 (1).
- A copy of the identification document under Clause 5.1 (1) of the juristic person's representative (authorized director), who is the director authorized to sign on behalf of the juristic person, which has been certified as true and correct.
- A copy of the identification document under Clause 5.1 (1), of the proxy, which has been certified as true and correct.

### 5.3 Foreign juristic person

- A registration form signed by the proxy.
- Proxy Form C., correctly and completely filled out and signed by the proxy and the juristic person's representative (authorized director), along with the company seal (if any).

(1) Shareholder documents:



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- A copy of the shareholder's juristic person registration certificate, issued by a government agency of the shareholder's home country (indicating that the juristic person's representative (authorized director) who signs as the grantor is an authorized director of the juristic person which is the shareholder), dated not more than one year prior to the date of the meeting, which has been certified as true and correct by the juristic person's representative (authorized director), with the company seal affixed (if any).
- A copy of the identification document under Clause 5.1 (1) for the juristic person's representative (authorized director) who signs the proxy form.
- A copy of the power of attorney from the shareholder which is the foreign investor that appointed the custodian to attend and vote at the meeting, which has been certified as true and correct by the juristic person's representative (authorized director) and affixed with the company seal (if any).

(2) Custodian documents:

- A copy of the power of attorney granted by the custodian to a director, executive, or employee of the custodian to act as the grantor with the authority to grant a proxy to an employee or any other person to act as a proxy attending the shareholders' meeting on behalf of the client, which has been certified as true and correct by the director, executive, or employee of the custodian acting as the grantor.
- Confirmation letter or copy of the custodian's business license, which has been certified as true and correct by the grantor.
- A copy of the identification document under Clause 5.1 (1), of the grantor.
- A copy of the identification document under Clause 5.1 (1), of the proxy.

(3) In the case that substitute attorneys have been appointed prior to the appointment of the custodian:

- A complete set of power of attorney documents, and these documents must contain wording that each attorney-in-fact has the authority to appoint substitute attorneys.
- Copies of the identification documents under Clause 5.1 (1), of all of the attorneys and substitute attorneys, certified as true and correct by the grantors (in the case of juristic persons, the documents must be certified as true and correct by the authorized director of the grantor).

In this regard, any documents made overseas must be certified by a notary public. Unless an original document is in the English language, an English translation, certified as a true and correct translation by the shareholder or the authorized person of that juristic person, must be provided.



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